Privileges and Borrowing Policy.

The Welder Library borrowing privileges policy applies to all student, faculty, and staff patrons. A valid UMary Identification Card is required for circulation of Welder Library materials. Each student, faculty, and staff user must register a valid UMary Identification Card in person at the Circulation Desk before borrowing from the Library. A registered UMary Card also provides access to online eResources. Holders of library cards from other Central Dakota Library Network (CDLN) member libraries are honored by the Welder Library. Accordingly, library and borrowing privileges are extended at the undergraduate student level to those card holders. However, access to online eResources is not extended to CDLN card holders.

Distance students and faculty may access Welder Library online eResources by use of a general bar code number and PIN issued to students via CANVAS, or by the academic department or program in which they are enrolled or employed. Distance students and faculty may also borrow materials from Welder Library on-site. Distance students and faculty may borrow library materials from Welder Library, or any other participating library, by ordering through the interlibrary loan process.

The Welder Library extends guest library privileges to the Sisters of Annunciation Monastery. Guest library privileges are extended to the Sisters by Library issue of a Guest Library Card at the Circulation Desk. Guest Library Cards can only be issued in person at the Circulation Desk. The Guest Library Card provides borrowing privileges for Sisters at the graduate level, and allows access to online eResources.

The Welder Library extends guest library privileges to special groups and individuals designated by the Director of Library Services. Guest library privileges will be extended by Library issue of a Guest Library Card at the Circulation Desk. Guest Library Cards can only be issued in person at the Circulation Desk. The Guest Library Card provides borrowing privileges at the undergraduate level, and allows access to online eResources.

For more information contact the Circulation Desk at (701) 355-8070. Categories of Library borrowing privileges follow:

Undergraduate Student Borrowing Privileges.

- Books and documents: 30 days, 2 renewals of 2 weeks duration
- Periodicals do not circulate
- Reserves (limit of 3): 2 hours, 1 renewal
- Reference materials: No loan
- Newspapers: No loan
- Media: 7 days, 2 renewals
- Access to eResources online

Graduate Student Borrowing Privileges.

- Books and documents: 30 days, 2 renewals of 2 weeks duration
• Periodicals do not circulate
• Reserves (limit of 3): 2 hours, 1 renewal
• Reference materials: No loan
• Newspapers: No loan
• Media: 7 days, 2 renewals
• Access to eResources online

**Distance Student Borrowing Privileges.**

• Books and documents: 30 days, 2 renewals of 2 weeks duration
• Media: 7 days, 2 renewals
• Access to eResources online

**Faculty and Staff Borrowing Privileges.**

• Books and documents: 180 days, 2 renewals of 180 days duration
• Periodicals: 5 days, no renewals
• Reference materials: No loan
• Newspapers: No loan
• Media: 7 days, 2 renewals
• Access to eResources online

**Sisters of Annunciation Monastery Borrowing Privileges.**

• Books and documents: 30 days, 2 renewals of 2 weeks duration
• Periodicals do not circulate
• Reference materials: No loan
• Newspapers: No loan
• Media: 7 days, 2 renewals
• Access to eResources online

**Guest Library Patron/ CDLN Patron Borrowing Privileges.**

• Books and documents: 30 days, 2 renewals of 2 weeks duration
• Periodicals do not circulate
• Reference materials: No loan
• Newspapers: No loan
• Media: 7 days, 2 renewals